

Student Transportation in Private Vehicles by Volunteers

Transportation of students will be by the ESD's transportation system or by an ESD employee's vehicle, properly insured, except as provided as follows.

Volunteers may be permitted to use private vehicles to transport students other than their own on field trips or other ESD activities if the following conditions have been met prior to the activity:

1. The appropriate ESD administrator has approved the activity;
2. A permission slip signed by the student's parent(s) for all ESD activities, or a permission slip for a specific ESD activity has been received by the appropriate ESD administrator or his/her designee granting permission for the student to participate in the field trip/activity and to ride in a privately-owned vehicle;
3. The volunteer driving the vehicle is properly licensed to drive and has provided proof of insurance. Such insurance shall meet or exceed minimum requirements as established by the state of Oregon and as set by the ESD;
4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs less than 40 pounds, regardless of age. The child safety system must elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he/she is four feet nine inches tall or age eight and the adult belt properly fits¹. A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. Training in the proper installation and use of child safety system may be required. The driver must not place children under the age of 13 in the front seat of a vehicle equipped with passenger-side air bags.
5. Drivers must follow all applicable Oregon Vehicle Code laws when transporting the student including correct use of seat belts (see #4). Failure to do so may result in not allowing the volunteer to drive with students as part of an ESD activity.

¹"Proper fit" means the lap belt of the safety belt or harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

The ESD will develop procedures to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 801.455](#)

[ORS 811.210](#)

[ORS 811.215](#)

[ORS 815.055](#)

[ORS 815.080](#)

[OAR 735-102-0010](#)

[OAR 581-053-0003\(9\)](#)

Cross Reference(s):

EIA - Insurance Programs

IICA - Off Campus Student Activities/Field Trips